

**Co-Occurring Joint Action Council (COJAC)**  
**Approved Minutes from the Meeting on**  
**January 18, 2006**

**Participants:**

Co-Chairs: Marvin Southard, Cheryl Trenwith; ADP- Michael Cunningham, Carmen Delgado, Joan Hirose, and Jack Harrison; DMH-Rollin Ives; Workgroup Members-Terry Robinson, Sandra Naylor Goodwin, Maureen Bauman, Vivian Brown, Ben Partington, Jim O'Connell, Carol Wilkins, Lily Alvarez, Albert Senella, and Alice Washington

Cheryl Trenwith, Co-Chair of COJAC, opened the meeting at 9:35 am. She reviewed the agenda and minutes. The additional agenda item was discussing the logistics of the future meetings with the leadership of CiMH and ADPI.

**State Report:**

- 1) Carmen Delgado provided the workgroup with a joint state report from ADP and DMH. She stated that the COJAC Policy Council met with the Directors Jett and Mayberg to report on the status of the COJAC Action Plan. The Directors were pleased with the report and the work that is occurring in the COJAC Subcommittees.

Carmen Delgado stated the ADP will provide follow-up regarding the letter request to the California Probation Association concerning criminal justice representation on the COJAC Workgroup.

The COJAC Policy Council will meet every 6 months to update the status of the COJAC Action Plan.

- 2) Carmen Delgado stated that ADP received funding for MHSA positions within their department. She introduced Jack Harrison, a consultant with the new ADP Office for Co-Occurring Disorders which will house the new MHSA positions, including his. Joan Hirose will provide supervision for this new office.

Jack explained the purpose and tasks of the ADP Office for Co-Occurring Disorders are:

- a. They will develop a charter for the Office for Co-Occurring Disorders. He asked the COJAC Workgroup for feedback on the charter especially pointing out what needs to be included and who needs to be included. They will also have a 6 month action plan.
- b. The ADP Office for Co-Occurring Disorders will support the COJAC and will help staff the subcommittees

- c. The ADP Office for Co-Occurring Disorders will develop a comprehensive website that will make available research information, trainings, etc.

#### COJAC Workgroup Feedback:

Michael Cunningham stated that is important to honor the MOE between DMH and ADP. The department linkages are important especially after the CA Performance Review. The ADP Office for Co-Occurring Disorders is a bridge and will serve as a resource. They will also work with CiMH, CMHDA, CADPAAC, and ADPI so as to leverage all resources together.

Marvin stated that everyone else should not stop thinking about COD because of this new office.

#### COJAC Charter

Carmen Delgado stated that Jack Harrison had revised the COJAC Charter. Jack elicited feedback from the group, will redraft the suggested changes, place the draft out for review over a two week period, and bring the final draft back to the COJAC Workgroup for approval.

Some of the comments included:

Marvin stated that the relationship between COJAC and the associations is important. CMHDA has adopted a resolution to use COJAC as a means to accomplish its goals and to advance their COD Policy and Programs.

Vivian stated that a statement is needed about the COJAC Action Plan being time-limited and that there should be continued roll-out. Maureen stated that the COJAC Action Plan needed to be time-limited and focused on the task to be completed before moving on to other broader issues.

Albert stated that other appointees need to be included in the membership and should include providers and provider groups.

The Workgroup stated that a “Membership” section should be developed; clarify that the meetings are every other month; look at the voting issue when regular representative is unavailable; and address the issue of replacing members, in conjunction with the Directors. The COJAC mission statement should be included.

#### COJAC Membership

Soliciting membership from the criminal justice system is in process. Marvin stated that we also need to address consumer and family member membership. Terry Robinson, Partnership Subcommittee Chair, will collect recommendations and forward them to the

Directors by way of Carmen and Michael Burunda. The COJAC Workgroup would like a maximum of two consumer and family members from each system of care, current or past recipients of services. The departments should have budgets for consumer travel expense.

## **COJAC Subcommittee Updates**

### Funding- Lily Alvarez

She distributed several handouts. The membership roster has been developed. The subcommittee has established a work plan. They will use the Four Quadrant Model to organize funding. They will overlay funding for services for that population. They should then be able to identify gaps, other resources, and restrictions. They also are using a RAND study and SAMHSA State Models as resources. They will pay particular attention to New York and Ohio, but will not try to address changes to Medicaid regulations.

### Comments from the COJAC Workgroup

- Consider framework for service types and the range or continuum of COD services that are available
- Consider other pots of funding
- How are we effective at using funding and how to help others do the same
- Want to look at who are our collaborators and partners (state and local levels)
- Suggested best practices for braided funding (state and local levels)
- Braided funds are more complex and may not work with Four Quadrant Model
- Other ways to use the Four Quadrant- connect funding to population and services that are available
- Lay out the basic rules
- Address the MHSA as a part of the matrix since it is another source of funding

### Partnership-Terry Robinson

Terry passed a handout and discussed the Action Item 1.

### Comments from the COJAC Workgroup

- Stimulate the partnerships with presentation from the COJAC Workgroup membership at association meetings. This should be done quarterly.
- With guidelines, describe what models are there for integrated services so that MHSA FSP can use the information
- With guidelines, provide a statement of EBP COD services, not just a 'ping pong' model
- 1.3.1 Put FAQ's on the website along with subcommittee information

- 1.3.2 Guidelines should connect with task, practices and training such as helping CA School of Social Work-adapting curriculum to train students to understand and use current COD principles
- 1.3.3 Don't alter principles, but use them.
- 1.4.1 FSP describe the approach they are taking and as implementation occurs, record promising practices
- Provide a description of FSP, current promising practices that exist and that other counties can do

### FSP Guidelines Subcommittee

Sandra Naylor Goodwin provided handouts. She described the organization of workgroup that consists of AB 2034 experts who could help us think about developing FSP guidelines based on the IDDT EBP Toolkit. She would like feedback from the COJAC Workgroup about this process.

The COJAC Workgroup recommended several members to the FSP Guidelines Subcommittee-

Terry Robinson

Verda Bradley

Albert Senella

Lily Alvarez will work with Cheryl Trenwith to determine a CADPAAC representative.

The COJAC Workgroup stated that the MHSA Reference Document was great, and hoped that the use of the IDDT Fidelity Anchors would relate to integrated services for FSP populations that fall in the Four Quadrants Model- #2 and #4.

### Licensing and Certification Standards-Ben Partington and Carmen Delgado

Ben stated that they are still working on the membership of the subcommittee which will include State Licensing Association, community care for child/adolescent and adult/senior care, providers, social services, consumer and family members. Verda Bradley (LA County) will join the subcommittee.

Carmen discussed the Action Plan and provided the COJAC Workgroup with minutes.

- 4.1 The State Departments will take the lead as this is their role. They will address standards across departments so that they are similar, develop protocols, MOU's, and achieve uniform certification. This can be done with a charter, processes and timelines. This will ensure that the infrastructure supports cross training for DMH and ADP.

### Comments from the COJAC Workgroup

- There are few instances of overlap except with the Social Rehabilitation Centers.

- Barriers to trying to find practices for room searches and drug testing
- Need to look at the spectrum of housing that is unlicensed or pre-licensed which include Sober Living Facilities, often sources of exploitation
- More oversight of current unlicensed facilities and the quality of care
- Adapt certain guidelines for services, must meet these guidelines for referrals from systems of care and others
- Create a compendium of housing options and adopt a fidelity model or create the model that has what type of housing it is, descriptions of the model, evidence of effectiveness
- Housing Subcommittee needs to connect with this one because housing is subject to licensing and certification.

4.2 Carmen stated that this action item is best done through the association since integrated systems are best known at the county level.

Comments from the COJAC Workgroup

- Marvin and Maureen disagreed. The differences are between the two licensing bodies and their standards should be the same for COD.

#### COD Screening-Vivian Brown

Vivian reported distributed the minutes from the subcommittee's last call. She reported on the results of the survey that was sent to MH and AOD county and community providers. In general, most are not screening, need a shorter screening tool to use, and need training to understand how to use screening tools. She also discussed the subcommittee's recommended screening tools.

Comments from the COJAC Workgroup

- It will be helpful to use the survey information especially for the MHSA.
- Need a clear consensus from the counties on the recommended screening tools
- Needs a emphasis on identifying problems that need to be addressed in services
- The screening tools need to be applicable across systems
- If providers are not using the tools, how do we get them there?
- Are the recommended screening tools available in the public, copyrighted, in electronic form or hard copy?
- There are implementation considerations.

#### Next Meetings

The COJAC Workgroup agreed to meet every even month on the 4<sup>th</sup> Wednesday, beginning-

February 22, 2006	CiMH Office, Sacramento
April 26, 2006	So. California
June 28, 2006	CiMH Office, Sacramento
August 23, 2006	So. California
October 25, 2006	CiMH Office, Sacramento